

Quotation Request //

US Government Printing Office

Hampton Regional Office
11836 Canon Blvd. Suite 400
Newport News VA 23606-2591

JACKET:518-754

Quotations are Due By:

(Eastern Time) 11:00 AM on 03/25/2009

Submit Fax Quotes to: (757) 873-2805

Contractors must provide mandatory taxpayer information before GPO makes payment.

Please see special notice on <http://contractorconnect.gpo.gov/>.

TITLE: B80041 2 PAN FLU BROCHURES, VA LETTER, & ENVELOPE

QUANTITY: 1 See Below

FIXED PRICE-INDEFINITE QUANTITY CONTRACT: AWARD WILL BE BASED ON THE LARGEST QUANTITY OF SETS FOR \$46,500.00. POTENTIAL VENDORS MUST SUBMIT THE FIXED PRICE OF \$46,500.00 PLUS THE QUANTITY THEY WILL PRODUCE FOR THE FIXED PRICE. IN THE EVENT OF A TIE QUANTITY, THE AWARD WILL BE DETERMINED BY THE OVERALL LOWEST DISCOUNTED COST. ADDITIONALLY, A COST MUST BE SUBMITTED FOR EACH ADDITIONAL 1,000 SETS.

INDICATE ON THE BID SHEET THAT THIS IS A QUANTITY BID

1 SET EQUALS 2 TRI-FOLDS, 1 LETTER, AND 1 ENVELOPE AS DESCRIBED BELOW. INCLUDE BULK RATE POSTAGE FOR 49,683 SETS. THE BALANCE WILL BE SHIPPED TO DURHAM NC.

TRIM SIZE: 8 1/2 x 11"

PAGES: 2 face and back and 2 face only

SCHEDULE:

Furnished Material will be available for pickup by 03/25/2009

Ship complete by 04/20/2009

F.O.B. destination

Mail 49,683 sets by U. S. Mail. Use most economical postage rate. Contractor must include the cost of postage in the bid.

Deliver the balance of sets to Durham NC. Include the cost of freight in the bid.

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

DESCRIPTION:

DISPUTES: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at <http://www.gpo.gov/printforms/pdf/contractdisputes.pdf>. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

This requirement is for two face and back tri-folds, one face only letter, and one #10 envelope.

Tri-folds. Both are 11 x 8-1/2" flat sheet and print in four color process on both sides, head to head. Both items bleed 4 sides. Fold in thirds to approximately 3-2/3 x 8-1/2" with 2 wraparound folds - title panel out.

Letter. 8-1/2 x 11" letter prints type and logo in black ink, face only. Letter-fold to 3-2/3 x 8-1/2".

Envelope. #10 white envelope. Print return address in black ink. Return address consists of 7 typeline, 1 rule, and VA logo.

Collate 1 copy of each tri-fold and 1 copy of the letter. Insert into envelopes and seal. Do this for the complete quantity printed.

Imprint 49,683 envelopes with mailing address.

MATERIAL FURNISHED: Contractor to pickup at GPO. pdf files will be e-mailed for the 2 tri-fold brochures and the letter. Manuscript copy is furnished for the return address on the envelope. Contractor can use VA logo on letter for envelope.

Excel file for 49,683 addresses will be e-mailed.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
Tri-Fold Brochures: JCP Code* A180, White Litho (Gloss) Coated Book, Basis Size 25 X 38" Basis Weight 80 lb.

Letter: JCP Code* G10, White Bond, Basis Size 17 X 22" Basis Weight 20 lb.

Envelopes: JCP Code* V20, White Writing Envelopes, Basis Size 17 X 22" Basis Weight 20-24 lb

COLOR OF INK: Ink Must Contain a Minimum of 20% Vegetable Oil

Four Color Proces, Black

PRINT PAGE: See Above

MARGINS:

Tri-fold brochures bleed all sides; letter has adequate gripper. Set suitable margins for envelope.

PROOFS:

due: 03/31/2009 with a 2 workday hold for review. Contractor must furnish a return airbill and a proof sign-off sheet with Jacket number indicated. Proof will be available for pickup on 04/02/2009.

Deliver proofs to: VA Medical Center, Emergency Management Coordinator (11EM) VISN 6, Attn: Michael Boucher (919-416-5975), 508 Fulton Street, Durham NC 27705-3875

One set of SWOP certified digital off-press proofs for all items. At contractor's option, a film-based composite laminated color proof may be submitted. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. For a list of certified systems go to: www.swop.org/certmfg.html.

Two sets of digital color content proofs for all items. At contractor's option, a film-based composite blueline may be submitted. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size of the product.

PACKING:

Pack bulk shipment so that contents do not shift during transit.

Pack suitably per shipping container.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Mail 1 set each to 49,683 addresses

Deliver the balance to: Department of Veterans Affairs Medical Center, Attn: Warehouse, 508 Fulton Street, Durham NC 27705-3875

1 Sample Set to: USGPO, Attn: Sue Williams, 11836 Canon Blvd., Suite 400, Newport News VA 23606